



Town of Arlington Select Board

Meeting Agenda

December 2, 2019

7:15 PM

Select Board Chambers, 2nd Floor, Town Hall

1. Presentation: Results of Recent MWRA Water Sampling
Michael Rademacher, Director of Public Works

CONSENT AGENDA

2. Minutes of Meetings: November 18, 2019
3. For Approval: Change of Manager - All Alcohol License
Doug Gembis, 645 Massachusetts Avenue, Not Your Average Joe's
4. Reappointments: Transportation Advisory Committee (terms to expire 12/31/2023)
Melissa Laube
Scott Smith
5. Reappointment: Arlington Cultural Council (term to expire 12/31/2022)
Kimberley Harding
6. For Approval: 'Cause + Event Arlington 2020' 5K Race, May 31, 2020
Julie Vakoc and Robin Olinsky, Race Co-Directors
7. For Approval: Two Sandwich Boards for Sarcoma Foundation of America's 'ACatpella Festival to Belt Out Cancer' from January 10 - January 24
Anna M. Colozzo, Representative, A CATpella Festival
8. Request: Special (One Day) Beer & Wine License, 12/14/19 @ Robbins Library Reading Room for a Private Event
Brent Keller and Mitul Daiyan
9. Request: Free Parking for Local Holiday Shopping
Beth Locke, Executive Director, Arlington Chamber of Commerce

PUBLIC HEARINGS

10. 7:30 p.m.
 - a. Vote: MWRA Debt Shift
 - b. Discussion and Vote: Property Tax Classification - Tax Rate
Paul Tierney, Director of Assessments
Chair, Board of Assessors

APPOINTMENTS

11. Board of Trust Fund Commissioners
Arif Padaria (term to expire 6/30/2022)

LICENSES & PERMITS

12. Request: Tango Restaurant Late Night Event, 12/31/2019 - 1/1/2020
Tango Restaurant, 464-466 Massachusetts Avenue, Alissa Sherman

CITIZENS OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

13. Discussion & Adoption: CDBG Citizen Participation Plan
Adam W. Chapdelaine, Town Manager
14. Discussion: Future Select Board Meetings, January - March 2020

CORRESPONDENCE RECEIVED

15. MMA Town Report Contest
Adam W. Chapdelaine, Town Manager

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of Select Board December 16, 2019



Town of Arlington, Massachusetts

Presentation: Results of Recent MWRA Water Sampling

Summary:

Michael Rademacher, Director of Public Works

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Important_Message_Letter.pdf	Important Message Letter
▢	Reference Material	Education_Plan_Letter_Rev1.pdf	Education Plan Letter
▢	Reference Material	brochure_final_draft.pdf	Brochure



DEPARTMENT OF PUBLIC WORKS

TOWN OF ARLINGTON
51 Grove Street
Arlington, Massachusetts 02476
Telephone (781) 316-3104, Fax (781) 316-3281

November 22, 2019

Important Message to Residents Regarding Potential for Elevated Lead Levels in Drinking Water and How to Reduce Lead in Your Residential Service Lines

The Arlington Water Department wants all consumers to be aware of the potential for elevated lead levels in drinking water, the causes, the health effects, and what can be done to reduce or eliminate the effects or the source.

Every year, the Arlington Water Department works with the Massachusetts Water Resources Authority (MWRA) to test water for lead levels at 15 sites that are likely to have lead components. Sites more likely to have lead include older homes that may have lead service lines or lead solder. For the test period ending September 2019, two of the sites did result in lead levels above the Action Level of 15ppb. Lead can cause serious health problems, especially for pregnant women and young children. Please read the following information closely to see what you can do to reduce lead in your drinking water.

Health Effects of Lead:

Lead can cause serious health problems if too much enters your body from drinking water or other sources. It can cause damage to the brain and kidneys, and can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Scientists have linked the effects of lead on the brain with lowered IQ in children. Adults with kidney problems and high blood pressure can be affected by low levels of lead more than healthy adults. Additionally, lead is stored in the bones, and it can be released later in life. During pregnancy, the child can receive lead from the mother's bones, which may affect brain development.

Sources of Lead:

Lead is a common metal found in the environment. Sources of exposure are lead-based paint, household dust, soil, and some plumbing materials, including certain types of faucets. It is important to understand that the water source (MWRA reservoirs) and the water mains that distribute your water are lead-free. However, lead can get into tap water through a lead service line (the pipe that connects your home to the main in the street), lead solder typically used in plumbing prior to 1986, and some brass fixtures. The corrosion or wearing away of these lead based materials can add lead to your tap water, particularly if water sits for a long time in the pipes before use.

How to Reduce Lead Exposure:

- If your water has gone unused for more than 6 hours, run any faucet used for drinking or cooking until it is consistently cold (usually about 30 seconds to 2 minutes) before drinking or cooking with it. The flushing of your tap ensures the best quality water.
- Use only cold water for drinking, cooking, and making baby formula/food for infants.
- Please note that boiling water does not eliminate lead. If there is lead in your water, boiling it will increase lead levels.

- Other steps that may be taken include installing water filters that meet the standard for effective lead reduction, identifying if your plumbing fixtures or water pipes contain lead and replacing them, and/or having your water tested.
- The Water Department will provide free water testing for any homeowner or tenant as well as an inspection of water service to determine the presence of lead. For further information, call the Arlington Water Department at 781-316-3106.
- It is also suggested that parents have their child's blood tested for lead through their health care provider.

Again, elevated levels of lead in drinking water will occur if your property has lead water pipes or components that contain lead, typically installed prior to 1986. If you are purchasing a home it is suggested that you have the water tested for lead prior to purchase. For more information on the Town's Lead and Copper program, call us at 781-316-3106 or visit our website at:

<http://www.arlingtonma.gov/water>

For further information on reducing lead exposure in your home/building and on the health effects of lead, visit the Environmental Protection Agency website at <http://www.epa.gov/lead> or contact your healthcare provider.

This is an Important message. Please have it translated

這是一個重要資訊。請把它翻譯。

Este es un mensaje importante. Por favor, traduzca.

Это важное сообщение. Пожалуйста, переведи его.



DEPARTMENT OF PUBLIC WORKS

TOWN OF ARLINGTON
51 Grove Street
Arlington, Massachusetts 02476
Telephone (781) 316-3104, Fax (781) 316-3281

November 25, 2019

Ms. Melissa Privetera
MassDEP Northeast Region
205B Lowell St.
Wilmington, MA 01887

RE: Lead and Copper Program – Public Education Plan

Dear Ms. Privetera:

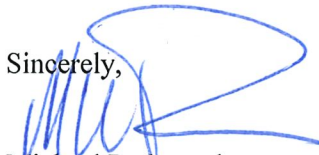
In response to your letter dated November 4, 2019, regarding Arlington's Lead and Copper Program, Lead Exceedance Requirements, we have drafted the following Lead and Copper Program Public Education Plan for your review and approval:

1. Public Education Materials: Attached you will find the following materials; "Important Message to Residents Regarding Potential for Elevated Lead Levels in Drinking Water and How to Reduce Lead Exposure in Drinking Water" and the MWRA "Lead in your Drinking Water" brochure (approval 11/18/2019).
2. The MWRA brochure will be sent to all water bill paying customers.
3. Both public education materials listed above will be sent to the following organizations serving customers most at risk:
 - Arlington Public Schools Pre-K and K-12;
 - Private Schools Pre-K and K-12;
 - Arlington School Committee;
 - Arlington Recreation Department;
 - Daycares;
 - Pediatrician offices;
 - Obstetrician offices;
 - Family Practitioners;
 - Urgent Care Clinics;
 - WIC Arlington office;
 - Department of Children and Families Arlington Area office
4. The following text will be included on Arlington's quarterly water bills as long as the system exceeds the action level for lead: **Arlington's Water Department has found high levels of lead in drinking water in some homes. Lead can cause serious health problems. For more information please visit: www.arlington.gov/water**

5. A press release with information about lead in the drinking water will be submitted to the Arlington Advocate and a public service announcement will be placed on the local cable access television channel.
6. In addition, Arlington will implement the following outreach activities:
 - "Lead in Your Drinking Water" brochure will be displayed in the following public places: Arlington Town Hall Offices, Arlington DPW Administrative offices and Town Libraries;
 - "Lead in Your Drinking Water" brochure will be delivered to households above and beyond those sent to bill paying customers;
 - Targeted Individual Customer Contact to addresses where Arlington has record of possible lead service lines.

If you have any questions, please do not hesitate to contact me at 781-316-3101.

Sincerely,



Michael Rademacher
Director of Public Works

Cc: Adam Chapdelaine, Town Manager

attach

What is being done to control lead in the drinking water?

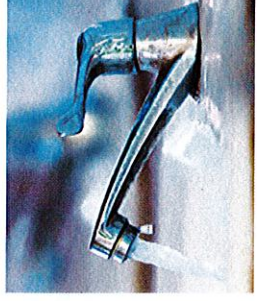
MWRA and the Arlington Water Department are concerned about lead in your drinking water. We have an extensive testing program and treat the water to make it less corrosive. Starting in 1996, MWRA increased the pH and buffering capacity of the water, and has steadily fine-tuned these levels to further reduce the leaching of lead into drinking water. Due to this treatment change, lead levels found in sample tests of tap water have dropped around 90 percent since 1992.

Although most homes have very low levels of lead in their drinking water, some homes may still have lead levels above the EPA Action Level of 15 parts per billion (ppb).

To monitor lead levels, the Arlington Water Department tests tap water in homes that are most likely to have lead. These homes are usually older homes that may have lead service lines or lead solder, and they must be tested after water has been sitting overnight. The EPA rule requires that 90% of these worst case samples must have lead levels below the Action Level of 15 ppb.

Because lead levels in home plumbing can vary, individual homes and communities may occasionally experience higher test results. In Fall 2019, 15 homes were sampled as part of our annual program. These homes were chosen based on historical data indicating the potential presence of lead piping or solder at the address. Two of the 15 had results above the EPA Action Level of 15 ppb. They were 17.4 ppb and 18.9 ppb. 17.4 ppb represents Arlington's 90% result.

Up until January 2014, Federal law allowed brass fixtures such as faucets to contain up to 8% lead. Faucets sold after then are essentially lead free and will not contribute lead to drinking water. Replacing an older faucet is one way to reduce the potential for elevated lead levels in your drinking water. You can also run the water to flush out any water in contact with the older brass faucet.



Up until January 2014, Federal law allowed brass fixtures such as faucets to contain up to 8% lead. Faucets sold after then are essentially lead free and will not contribute lead to drinking water. Replacing an older faucet is one way to reduce the potential for elevated lead levels in your drinking water. You can also run the water to flush out any water in contact with the older brass faucet.

Additional information

You can call MWRA at (617) 242-5323 or visit www.mwra.com for more information about lead. Contact the Arlington Water Department at 781-316-3106 or at www.arlingtonma.gov to see if you have a lead service line and how to get it replaced, or to find out what else we are doing about lead.

For more information on reducing lead exposure around your home and the health effects of lead, visit EPA's website at www.epa.gov/lead, search for MassDEP lead or MDPH lead, call 1-800-532-9571, or contact your health care provider.

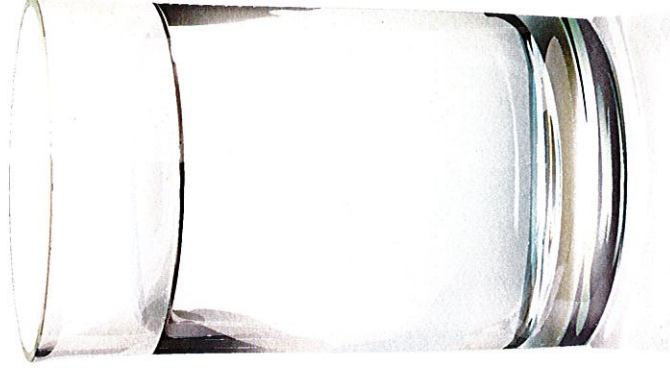
This report contains very important information about your drinking water. Please translate it or speak with someone who understands it.



Massachusetts Water Resources Authority
PWS ID# 6000000
617-242-5323
www.mwra.com



Arlington Water Department
PWS ID# 3010000
781-316-3106
www.arlingtonma.gov



Important Information About Lead In Your Drinking Water



MASSACHUSETTS WATER RESOURCES AUTHORITY

Lead is a health concern and is commonly found in the environment, most commonly in lead based paint. Lead can also be found in water, though at much lower levels. Since the Massachusetts Water Resources began treating the water in 1996, lead levels at the tap have dropped around 90 percent.

Why am I receiving this brochure?
During the Fall 2019 sampling period Arlington found elevated levels of lead in drinking water in some homes. Lead can cause serious health problems, especially for pregnant women and young children. Please read this information closely to see what you can do to reduce lead in your drinking water.



Health effects of lead

Lead can cause serious health problems if too much enters your body from drinking water or other sources. It can cause damage to the brain and kidneys, and can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Scientists have linked the effects of lead on the brain with lowered IQ in children. Adults with kidney problems and high blood pressure can be affected by low levels of lead more than healthy adults. Lead is stored in the bones, and it can be released later in life. During pregnancy, the child receives lead from the mother's bones, which may affect brain development.



Sources of Lead

Lead is a common metal found in the environment. Common sources of lead exposure are lead-based paint, household dust, soil, and some plumbing materials including faucets purchased before January 2014. Lead can also be found in

other household items such as pottery, make-up, toys, and even food. Lead paint was outlawed in 1978, but dust from homes that still have lead paint is the most common source of exposure to lead. Therefore, make sure to wash your children's hands and toys often as they can come into contact with dirt and dust containing lead.

The water provided by MWRA is lead-free when it leaves the reservoirs. Local distribution pipes that carry the water to your community are made mostly of iron and steel and therefore do not add lead to water. However, lead can get into tap water through a lead service line (if your home has one), lead solder used in plumbing, and older brass fixtures. Even though the use of lead solder was banned in the U.S. in

1986, it still might be present in older homes. The corrosion or wearing away of these lead-based materials can add lead to tap water, particularly if water sits for a long time in the pipes before use. Therefore, water that has been sitting in household pipes for several hours, such as in the morning, or after returning from work or school, is more likely to contain lead. If high levels of lead are found in drinking water, water may contribute 20 percent or more of a person's exposure to lead. Infants who consume mostly formula mixed with lead-containing water can receive up to 60 percent of their exposure from water.



Steps You Can Take To Reduce Exposure To Lead In Drinking Water



Fresh water is better than stale:

If your water has been sitting for several hours, run the water until after it is consistently cold - usually about 30 seconds to two minutes - before drinking or cooking with it. This flushes water which may contain lead from the pipes.



Test your child for lead:

Contact your local health department or your health care provider to find out how you can get your child tested. A blood lead level test is the only way to know if your child is being exposed to lead. For more information, contact the state Department of Public Health at 1-800-532-9571 or search for MDPH lead.

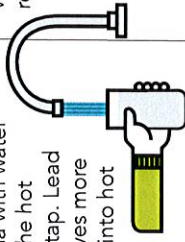


Test your home for lead:

The only way to determine the level of lead in drinking water at your home is to have the water tested by a state certified laboratory. The cost to test is usually between \$20 and \$50. A list of labs is available on-line at www.mwra.com or call (617) 242-5323. Consider having your paint tested also.

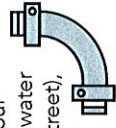
Use cold, fresh water for cooking and preparing baby formula:

Do not cook with, drink, or make baby formula with water from the hot water tap. Lead dissolves more easily into hot water.



Identify if your plumbing or fixtures contain lead:

If your home has a lead service line (the pipe connecting your house to the water main in the street), consider replacing it to reduce the possibility of elevated lead levels. Contact the water department or check www.mwra.com for more information. Faucets purchased before 2014 may also contribute lead to drinking water.

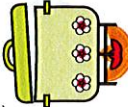


Consider using a filter:

If your water contains lead, you may want to consider using a filter. Make sure the filter you are considering removes lead - not all filters do. Be sure to replace filters in accordance with manufacturer's instructions to protect water quality. Contact NSF International at 1-800-NSF-8010 or www.nsf.org for more information on water filters. Also, if you are considering using bottled water, note that it may cost up to 1,000 times more than tap water. Simply flushing your tap, as described above, is usually a cheaper, equally effective alternative.

Do not boil water to remove lead:

Boiling water will not reduce lead.





Town of Arlington, Massachusetts

Minutes of Meetings: November 18, 2019

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	11.18.19_draft_minutes.docx	11.18.19 draft minutes

Town of Arlington
Select Board
Meeting Minutes

November 18, 2019
7:15 PM

Select Board Chambers, 2nd Floor, Town Hall

Present: Mrs. Mahon, Chair, Mr. Dunn, Vice Chair, Mr. Curro, Mr. Hurd, Mr. DeCoursey
Also Present: Mr. Chapdelaine, Mr. Heim, Mrs. Krepelka

1. To Review and Approve Bond Issue and Related Matters:
 - a. Determination of Maximum Useful Life of Capital Asset Purchases to be Financed;
 - b. Award sale of the \$66,190,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated December 4, 2019 (the "Bonds") to Morgan Stanley & Co., LLC at the price of \$70,295,174.82;
 - c. All related documents required to execute the sale.

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Arlington, Massachusetts (the "Town"), certify that at a meeting of the board held November 18, 2019 of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that we hereby determine, in accordance with G.L. c.70B, that the amount of the cost of the Arlington High School project authorized by a vote of the Town passed on April 29, 2019 (Article 1) not being paid by the school facilities grant is \$207,379,169 and we hereby approve of the issuance of notes and bonds in such amount under said G.L. c.70B.

Further Voted: that the maximum useful life of the radio upgrade/ replacement program equipment to be financed with a portion of the proceeds of the \$3,795,000 borrowing authorized by the vote of the Town passed April 25, 2018 (Article 30) is hereby determined pursuant to G.L. c.44, §7(1) to be 10 years.

Further Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of a portion of the \$44,094,000 borrowing authorized by the vote of the Town passed May 8, 2019 (Article 58) is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
police radio upgrade/replacement	\$967,000	10 Years
street sweeper	\$225,000	10 Years

fire radio replacement	\$205,000	7 Years
4WD truck with sander	\$168,000	7 Years
dump truck with plow	\$125,000	7 Years
voting machines	\$114,000	10 Years

Further Voted: that the sale of the \$66,190,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated December 4, 2019 (the “Bonds”) to Morgan Stanley & Co., LLC at the price of \$70,295,174.82 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on September 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2020	\$1,060,000	5.00%	2035	\$2,160,000	3.00%
2021	1,550,000	5.00	2036	2,215,000	3.00
2022	1,600,000	5.00	2037	2,275,000	3.00
2023	1,650,000	5.00	2038	2,335,000	3.00
2024	1,705,000	5.00	2039	2,395,000	3.00
2025	1,765,000	5.00	2040	2,450,000	3.00
2026	1,830,000	5.00	2041	2,515,000	3.00
2027	1,890,000	5.00	2042	2,580,000	3.00
2028	1,965,000	5.00	2043	2,650,000	3.00
2029	2,035,000	5.00	2044	2,720,000	3.00
2030	1,975,000	4.00	2045	2,795,000	3.00
2031	2,025,000	2.125	2046	2,875,000	3.00
2032	2,060,000	2.25	2047	2,950,000	3.00
2033	2,100,000	2.50	2048	2,915,000	3.00
2034	2,155,000	3.00	2049	2,995,000	3.00

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 6, 2019 and a final Official Statement dated November 13, 2019 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the

Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: November 18, 2019

Clerk of the Select Board

Mr. Dunn moved approval.

SO VOTED (5-0)

2. Quarterly Financial Report
Sandy Pooler, Deputy Town Manager
Ida Cody, Comptroller

As part of ongoing efforts to increase budget transparency and improve financial oversight, Mr. Pooler and Ms. Cody developed a new quarterly report that explains the spending and revenue variances from budgets. It also provides a summary-level report of the general and enterprise funds' expenses and revenue budgets and provides a Munis printout of budget activity through the first quarter.

Mr. Pooler stated that it is a bottom-line budget that looks at what is being spent on salaries and expenses by department and all our revenues are on schedule.

Mr. DeCoursey stated that the report is really helpful in terms of budgeting and cash-flow management.

The Select Board thanked Mr. Pooler and Ms. Cody for an excellent presentation. Mrs. Mahon stated she is really excited about this document and appreciates all the work that was put into said report.

Mr. Curro moved receipt of report.

SO VOTED (5-0)

CONSENT AGENDA

3. Vote: Chapter 268A, Section 20(b)(3) Contract Certification
 - a. Paul Flynn
 - b. David GeraMichael Rademacher, Director, Department of Public Works
 4. For Approval: Arlington Public Art Youth Banner Initiative on Massachusetts Avenue in Arlington Center, April 2020 - June 2020
Kaitlin Longmire, Project Coordinator
 5. Request: Special (One Day) Beer & Wine License, 11/30/19 @ Robbins Memorial Town Hall for AHS 50th Class Reunion
Joe Bertagna, Class President
- Mr. Hurd moved approval. SO VOTED (5-0)

PUBLIC HEARINGS

6. Eversource Petition/Massachusetts Avenue
Jacqueline Duffy, Supervisor, Rights and Permits
(all abutters notified)
- Mr. Curro moved approval subject to all conditions as set forth. SO VOTED (5-0)

APPOINTMENTS

7. Equal Opportunity Advisory Committee
Samantha Ruth Dutra (term to expire 6/30/2022)
- Mr. Hurd moved approval. SO VOTED (5-0)
8. Historical Commission
Michael Gervais (term to expire 6/30/2022)
- Mr. Curro moved approval. SO VOTED (5-0)
9. Human Rights Commission
Rajeev Soneja (term to expire 6/30/2022)
- Mr. Curro stated he spoke to Mr. Soneja who had a prior engagement and could not attend the meeting. Mr. Curro asked that the Board approve the appointment so Mr. Soneja could attend the upcoming Human Rights Commission meeting and he will come to a future Select Board meeting when he is available.
- Mr. Curro moved approval. SO VOTED (5-0)
10. Park and Recreation Commission
Scott Walker (term to expire 6/30/2021)
Leah Broder, Associate Member (no term expiration)
Sarah Carrier, Associate Member (no term expiration)

Mr. Curro moved approval of Mr. Walker and Ms. Carrier to the Park and Recreation Committee.
SO VOTED (5-0)

Ms. Broder notified the office just before the meeting that she was withdrawing her name.

LICENSES & PERMITS

11. For Approval: Food Vendor License
Mass Convenience, 86 Warren Street, Krishna Khanal
Mr. Dunn moved approval subject to all conditions as set forth. SO VOTED (5-0)

CITIZENS OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

Lenard Diggins, 8 Windsor Street reported the following Precinct Meetings to be held:
Precinct 13 and 15 - Tuesday night - November 19th, 6:00 P.M. - 8:00 p.m.
Precinct 17 - Tuesday, November 26, 2019 - Peirce School 6:30 - 8 p.m.
Precinct 9 - Tuesday, December 3, Lyons Hearing Room, Town Hall -7 - 8:30 p.m.
Precinct 11 - Thursday, December 5, Bishop School, 6:30 - 8 p.m.
Precinct 16, 18, 20 - Thursday, December 5, Dallin School, 6:30 - 8 p.m.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

12. Initial Report of the Election Modernization Committee
James O'Connor, Chair, Election Modernization Committee
Assistant Town Moderator, TMM Precinct 19
The Select Board accepted the Election Modernization Study Committee's report to find solutions to modernize Arlington's local election management, encourage participation and increase voter access. The Committee is studying early voting, online voting, polling locations, public engagement in elections, designating an election administrator, accessibility and the status of the voting equipment. James O'Connor, Election Modernization Study Committee Chair, stated the goal is to increase voter turnout and participation. The Committee has four vacancies including one each from the Clerk's Office and the Select Board.
Mr. Dunn stated that we need to get someone from the Clerk's Office if we are studying elections. The Board at a later date will decide which member will run for this committee.
Mr. Curro moved receipt of report. SO VOTED (5-0)

13. For Approval: Traffic Rules & Orders
Designate 40' "No Parking Zone" to accommodate Handicap Parking Sign at 131
Florence Avenue
Officer Corey Rateau, Traffic and Parking Unit

The Board amended the Traffic Rules and Orders to designate a 40-foot buffer as a "No Parking Zone" at 131 Florence Avenue. Officer Rateau stated that due to Mr. LaRocca's age and disability, it is not a feasible place for Mr. LaRocca and his wife to access their garage, which is located down a hill and around a corner. This decision does not meet our established policy, but due to an extenuating situation the Board approved said Handicap Parking Sign. Mr. Hurd moved approval. SO VOTED (5-0)

14. Select Board Policy to Change the Order of Articles in the Annual Town Meeting Warrant
Daniel J. Dunn, Vice Chair

Mr. Dunn made the following motion regarding the order of Articles for the 2020 Annual Town Meeting Warrant:

Setting of Warrant Articles:

1. 10 Registered Voter Articles
2. Select Board Articles
3. Zoning Bylaw Articles
4. Finance Committee Articles
5. Resolutions

Mr. Dunn stated that the Select Board Office makes the final decision as to the ordering of the Articles.

Mr. Curro moved approval. SO VOTED (5-0)

15. For Approval: Opening of Warrant for Annual Town Meeting 2020

At their meeting on Monday, November 18, 2019 at 7:15 p.m., the Select Board voted to open the Warrant for the Annual Town Meeting. The Annual Town Meeting will take place on Monday, April 27, 2020, at 8:00 p.m. in the Arlington Town Hall. The Warrant will open Tuesday, December 3, 2019, at 8:00 a.m. and will remain open until 12:00/Noon on Friday, January 31, 2020.

Mr. Dunn moved approval. SO VOTED (5-0)

CORRESPONDENCE RECEIVED

16. Request Study @ Crosswalk Intersection on Summer Street by McLennan Park
Cori Smith via e-mail

17. Request Study @ Crosswalk on Medford Street at Parallel Street
David Dybdal, 150 Medford Street

Mrs. Krepelka stated that she had sent request to Officer Rateau who is working with State Representative Garballey regarding crosswalk on Medford Street and will report back.

18. Transportation and Climate Initiative (TCI) Gas Tax Proposal
Laurie Belsito, Legislative Director, MassFiscal.org

Mr. Curro moved receipt of Correspondence Received. SO VOTED (5-0)

NEW BUSINESS

Mr. Chapdelaine stated that budget meetings are well underway.

Mr. DeCoursey congratulated the Arlington High School Girls Soccer Team for making it to the final of MIAA's Division 2 North, but lost to Winchester Sunday 2-0. The girls had a great run. Mr. DeCoursey also wished everyone a Happy Thanksgiving.

Mr. Curro stated that Lenard Diggins, 8 Windsor Street, was elected Chair of the Regional Transportation Advisory Council. They are the Advisory Council to the Boston Region Metropolitan Planning Organization.

Mrs. Mahon commended Veteran's Director Jeff Chunglo for a wonderful Veteran's Day Service held at the Fire Station Headquarters that was well attended.

Mr. Curro moved to adjourn at 9:15 p.m.

Next Scheduled Meeting of Select Board December 2, 2019

A true record attest

Marie A. Krepelka
Board Administrator

11/18/19

Agenda Item	Documents Used
1	To Review and Approve Bond Issue and Related Matters: a. Determination of Maximum Useful Life of Capital Asset Purchases to be Financed; b. Award sale of the \$66,190,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated December 4, 2019 (the "Bonds") to Morgan Stanley & Co., LLC at the price of \$70,295,174.82; c. All related documents required to execute the sale.
2	Quarterly Financial Report Sandy Pooler, Deputy Town Manager Ida Cody, Comptroller
3	Vote: Chapter 268A, Section 20(b)(3) Contract Certification a. Paul Flynn b. David Gera Michael Rademacher, Director, Department of Public Works
4	For Approval: Arlington Public Art Youth Banner Initiative on Massachusetts Avenue in Arlington Center, April 2020 - June 2020 Kaitlin Longmire, Project Coordinator
5	Request: Special (One Day) Beer & Wine License, 11/30/19 @ Robbins Memorial Town Hall for AHS 50th Class Reunion Joe Bertagna, Class President
6	Eversource Petition/Massachusetts Avenue Jacqueline Duffy, Supervisor, Rights and Permits

	(all abutters notified)
7	Equal Opportunity Advisory Committee Samantha Ruth Dutra (term to expire 6/30/2022)
8	Historical Commission Michael Gervais (term to expire 6/30/2022)
9	Human Rights Commission Rajeev Soneja (term to expire 6/30/2022)
10	Park and Recreation Commission Scott Walker (term to expire 6/30/2021) Leah Broder, Associate Member (no term expiration) Sarah Carrier, Associate Member (no term expiration)
11	For Approval: Food Vendor License Mass Convenience, 86 Warren Street, Krishna Khanal
12	Initial Report of the Election Modernization Committee James O'Connor, Chair, Election Modernization Committee Assistant Town Moderator, TMM Precinct 19
13	For Approval: Traffic Rules & Orders Designate 40' "No Parking Zone" to accommodate Handicap Parking Sign at 131 Florence Avenue Officer Corey Rateau, Traffic and Parking Unit
14	Select Board Policy to Change the Order of Articles in the Annual Town Meeting Warrant Daniel J. Dunn, Vice Chair
15	For Approval: Opening of Warrant for Annual Town Meeting 2020
16	Request Study @ Crosswalk Intersection on Summer Street by McLennan Park Cori Smith via e-mail
17	Request Study @ Crosswalk on Medford Street at Parallel Street David Dybdal, 150 Medford Street
18	Transportation and Climate Initiative (TCI) Gas Tax Proposal Laurie Belsito, Legislative Director, MassFiscal.org



Town of Arlington, Massachusetts

For Approval: Change of Manager - All Alcohol License

Summary:

Doug Gembis, 645 Massachusetts Avenue, Not Your Average Joe's

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	NYAJ_-_Change_of_Manager.pdf	Change of Manager Application



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

AMENDMENT-Change of Manager

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL
LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: ABCC PAYMENT WEBSITE

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE
PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

00025-RS-0030

ENTITY/ LICENSEE NAME Not Your Average Joe's

ADDRESS 645 Mass Avenue

CITY/TOWN Arlington

STATE MA

ZIP CODE 02746

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS
TRANSMITTAL FORM ALONG WITH
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change of Manager

☒ **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name

Not Your Average Joe's Inc

Municipality

Arlington

ABCC License Number

00025-RS-0030

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name

Christine MacDonald

Title

Licensing Admin

Email

cmacdonald@nyajoes.com

Phone

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name Doug Gembis

Date of Birth

SSN

Residential Address

Email

dgembis@nyajoes.com

Phone

Please indicate how many hours per week
you intend to be on the licensed premises

40+

Last-Approved License Manager

Lauren Dexter

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?*

☒ Yes

☐ No

*Manager must be U.S. citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.
Have you ever been convicted of a state, federal, or military crime?

☐ Yes ☒ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
2009	Present	Manager	Not Your Average Joe's	Kevin Rieger

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature

Douglas M. Gembis

Date

11/7/2019

APPLICANT'S STATEMENT

I, Joseph McGuire the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager
Authorized Signatory
of Not Your Average Joe's Inc
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:

Joseph McGuire

Date:

11.13.19

Title:

CEO

CORPORATE VOTE

The Board of Directors or LLC Managers of

Not Your Average Joe's Inc

Entity Name

duly voted to apply to the Licensing Authority of

Arlington

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

Oct 31, 2019

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Joseph McGuire

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Doug Gembis

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

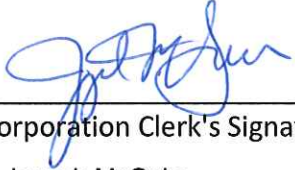
A true copy attest,

Corporate Officer /LLC Manager Signature

(Print Name)

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature

Joseph McGuire

(Print Name)



Town of Arlington, Massachusetts

Reappointments: Transportation Advisory Committee (terms to expire 12/31/2023)

Summary:

Melissa Laube

Scott Smith

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	TAC_reappointments.pdf	TAC request to reappoint Laube, Smith; Meeting Notices



Arlington Transportation Advisory Committee

Date: November 18, 2019.
To: Arlington Select Board.
From: Howard Muise, TAC Chair.
Subject: Reappointments to TAC

Memorandum

1. This is to request that the Select Board reappoint Melissa Laube and Scott Smith to new four-year terms which will expire on 12/31/2023. Their current terms expire on 12/13/2019. Scott is the only original member of TAC still serving on the committee. This will be Melissa's second reappointment to the committee.

xc: Melissa Laube
Scott Smith
Dan Amstutz
Jeff Maxtutis
Mike Gordon

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
JOSEPH A. CURRO, JR.
JOHN V. HURD
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 20, 2019

Melissa Laube

Arlington, MA 02474

Re: Reappointment: Transportation Advisory Committee

Dear Ms. Laube:

Please be advised that the Select Board will be discussing your reappointment to the above-named at their meeting to be held on Monday, December 2nd at 7:15 p.m. in the Select Board Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr

cc: Howard Muise, TAC Chair

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
JOSEPH A. CURRO, JR.
JOHN V. HURD
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 20, 2019

Scott Smith

Arlington, MA 02474

Re: Reappointment: Transportation Advisory Committee

Dear Mr. Smith:

Please be advised that the Select Board will be discussing your reappointment to the above-named at their meeting to be held on Monday, December 2nd at 7:15 p.m. in the Select Board Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr

cc: Howard Muise, TAC Chair



Town of Arlington, Massachusetts

Reappointment: Arlington Cultural Council (term to expire 12/31/2022)

Summary:

Kimberley Harding

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	K._Harding_reapp..pdf	Reference

From: Kimberley Harding
To: Fran Reidy <FReidy@town.arlington.ma.us>
Date: 11/26/2019 02:30 PM
Subject: Renewing my term on ACC

Hello Fran,

My term on the Arlington Cultural Council (also known as the Grants Committee of the Arlington Commission for Arts and Culture) is due to end December 1, 2019. As I have served one three-year term, I am eligible to renew my for another three-year term, which I would like to do.

Thanks for your help in this matter,

Kimberley Harding

she/her/hers

KimberleyHarding.org

[Instagram](#)

[Etsy Shop](#)



Town of Arlington, Massachusetts

For Approval: 'Cause + Event Arlington 2020' 5K Race, May 31, 2020

Summary:

Julie Vakoc and Robin Olinsky, Race Co-Directors

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Cause_Event_Arlington_2020.pdf	Reference

Cause + Event Arlington 2020

5K race to benefit local non-profits



Race History & Overview

- Cause + Event is a local non-profit that raises money for other non-profit organizations through a 5K road race.
- Each runner selects any verified non-profit to receive a minimum of half of their race registration fee (currently at least two-thirds). By allowing runners to select their own charity, the race allows small, local non-profits an opportunity to fundraise without organizing their own race.
- Cause + Event Boston started in Arlington in 2015, selling out with 650 runners.
- From 2016-19, the race sold out with 1,000 runners and more than 100 kids fun run participants.



2019 Race Review

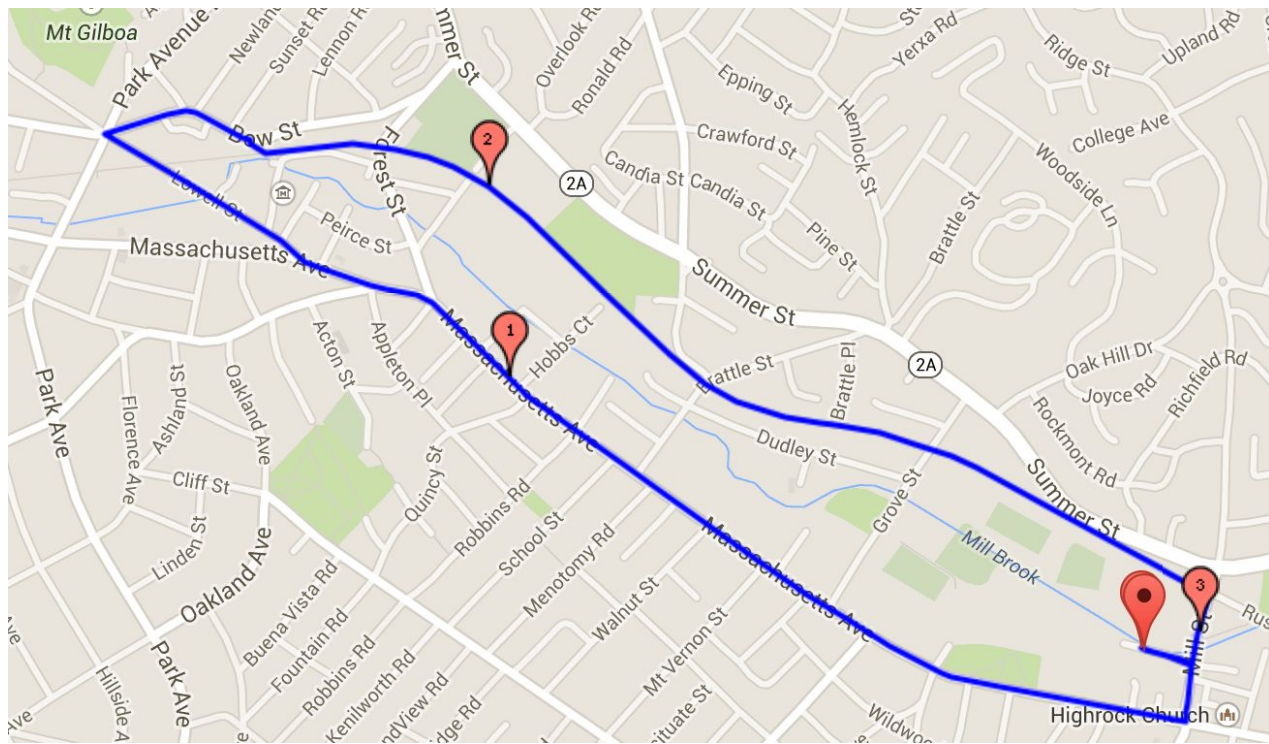
- 5th annual race took place on Sunday, May 12, 2019
- Registration sold out with 1,000 runners
- 250+ 4th and 5th grade Arlington FitGirls participated
- Received positive feedback from community sponsors and participants
- Donated \$25 of the \$30 registration fee (the most ever!) providing more than \$26,000 for 75 non-profits, many of which were local to Arlington, including:
 - Eight Arlington public schools – nearly \$7,000
 - Lesley Ellis School Financial Assistance Fund - \$2355
 - Arlington EATS and Arlington Food Pantry - \$1,210
 - Children's Room - \$555
 - A2Empowerment - \$1,055



Proposed 2020 Event Details

- **What:** 5K race raising money for any verified non-profit
- **When:** Sunday, May 31, 2020
 - 5k race at 8:00 am
 - Free Kids Fun Run at 7:30 am
- **Where:** Start and finish behind Arlington High School – route along Mass Ave. and the Minuteman Bikeway
- **Attendance Goals** (no increase from 2019):
 - 5K Runners: 1,000
 - Volunteers: 75
 - Kids Fun Run: 125

2020. <http://www.gmap-pedometer.com?r=6483883>



CAUSE
+ EVENT

2020 Race Request

- Use of Arlington roads and Minuteman bike path along route.
- Based on the success of the 2019 race and the original request from the Arlington Police Department, to ensure a safe passage for the runners as well as cars traveling in both directions, we'd like to:
 - Restrict parking on Massachusetts Ave. in the westbound direction on Sunday, May 31, 2020 from Mill St. to Lowell St. from approximately 5:00 am – 9:00 am.
 - Closure of the Minuteman bike path from Bow St. to Mill St. from 8:00 – 9:00 am on race day.
- Cause + Event will provide barricades for a dedicated lane for runners in the parking lane and the APD will provide the No Parking signs.

Community Impact

- Race route avoids major traffic intersections and early start time should minimize traffic disruption.
- Early Sunday morning start time will reduce any negative impact to the community including conflicts with churches, businesses and school events.
- Use of the Minuteman Bike Path will capitalize on one of Arlington's greatest assets while minimizing road closures.

Community Engagement

- Promote event to Arlington non-profits to encourage participation through team competitions, additional fundraising opportunities and volunteer positions
- Encourage entire families to participate in both the 5K and Kids Run to promote health and wellness initiatives in the community
- Partner with school PTOs

Cause + Event 2019 Charities

- A2Empowerment
- AccesSportAmerica
- Alzheimer's Association
- American Cancer Society
- American Diabetes Association
- Argenziano School PTA
- Arlington Center for the Arts
- Arlington Education Foundation
- Arlington Food Pantry and Arlington EATS
- Arlington Youth Counseling Center (AYCC)
- Artisans Asylum
- Bishop School PTO
- Boston Area Rape Crisis Center (BARCC)
- Boston Chinatown Neighborhood Center
- Brackett School PTO
- Buddy Dog Humane Society
- Cause + Event Boston
- Children's Hospital Boston
- Children's Room
- Cradles to Crayons
- Dallin School PTO
- Dana Farber Cancer Institute / Jimmy Fund
- Empower HER
- Everytown for Gun Safety
- Family Folk Chorale
- Fidelity House
- Food For Free
- Food Link
- Gibbs-Ottoson PTO (GO PTO)
- Girls Cross Country Team
- Girls on the Run Greater Boston
- Great Dog Rescue New England
- Hardy School PTO
- Home for Little Wanderers
- Horizons For Homeless Children
- Housing Corporation of Arlington
- IMPACT Melanoma
- Jane Goodall Institute
- Kingdom Rock Children's Village Inc.
- KINO Border initiative
- Last Hope K9 Rescue
- Lesley Ellis Jon Pfeifer Memorial Fund
- Leukemia & Lymphoma Society
- Make a Wish Foundation MA & RI
- Massachusetts General Hospital - Faustman Research
- Michael J. Fox Foundation for Parkinson's Research
- Mothers Out Front
- MSPCA
- National Audubon Society
- National multiple sclerosis society
- New Covenant School PTO
- New England Innocence Project
- North American Wolf Foundation Inc
- NuDay Syria
- Odaiko New England
- Operation Success Inc
- Pandas International
- Parkinson's Foundation, Inc
- Peirce School PTO
- Planned Parenthood League of MA
- Prader-Willi Syndrome Association
- Protect Our Winters (POW)
- Pulmonary Fibrosis Foundation
- Red Cross of Massachusetts
- Rise Against Hunger
- Roca, Inc.
- Rosie's Place
- Step Up International
- Stratton School PTO
- Strong Women, Strong Girls
- The Chordoma Foundation
- The Patrick Palin Foundation
- Thompson Elementary School PTO
- UNICEF
- West Somerville Neighborhood School PTA
- World Wildlife Fund
- Wounded Warrior Project

Contact Information

We are happy to provide more information about the race and our plans. Feel free to contact us any time.

Julie Vakoc

julie.vakoc@gmail.com

857-928-2272

Robin Olinsky

robinolinsky@gmail.com

617-501-2899

CAUSE
+EVENT



Town of Arlington, Massachusetts

For Approval: Two Sandwich Boards for Sarcoma Foundation of America's 'ACatpella Festival to Belt Out Cancer' from January 10 - January 24

Summary:

Anna M. Colozzo, Representative, A CATpella Festival

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Sarcoma_Foundation_Request.pdf	Reference

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02178

2019 NOV 22 AM 9:48

Sarcoma Foundation of America
A CATpella Festival to Belt Out Cancer
9899 Main Street, Suite 204
Damascus, MD 20872

November 22, 2019

Board of Selectman
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Members of the Board:

This letter is to request permission to display two sandwich boards to help notify our community of the Sarcoma Foundation of America, *A CATpella Festival to Belt Out Cancer*, to be held at the Loew's Auditorium on Friday evening, January 24, 2020. This event will help to raise funds for research and new therapies for sarcomas as well as to honor Catherine (Cat) Malatesta who died of epithelioid sarcoma.

We would like to place these boards in two distinct locations: on the westbound center island at the intersection of Mass. Ave. and Pleasant St. and on the Mystic Street island. These boards will be 25 inches wide and 37 inches in height and will be secured and stabled. We request permission to display the boards from January 10- January 24 and will remove the boards immediately in the event the festival is sold out prior to January 24.

Thank you for your consideration.

Sincerely,



Anna M. Colozzo, Representative, *A CATpella Festival*
Six Lawrence Lane
Arlington, MA 02474
781-799-8695



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/14/19 @ Robbins Library Reading Room for a Private Event

Summary:

Brent Keller and Mitul Daiyan

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Special_License_Application_12.14.pdf	Special Beer and Wine Application

OFFICE OF THE SELECT BOARD



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: *Brent Keller and Mitul Daiyan*

Address, phone & e-mail contact information: *104 Woodstock Street Apt. 4, Somerville, MA 02144;
701-721-5837; brentkeller596@gmail.com*

Name & address of Organization for which license is sought: _____

Does this Organization hold nonprofit status under the IRS Code? ____ Yes ____ No

Name of Responsible Manager of Organization (if different from above): *Kathryn M Coughlin*

Address, phone & e-mail contact information:

*29 North Main Street
Sherborn, MA 01770-1515
508 333 2987 cell*

kathryn.coughlin@gmail.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? *NO* If so, please give date(s) of Special Licenses and/or applications and title of event(s). _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what location? *One Time Event*

24-Hour contact number for Responsible Manager of Alcohol Event date: *508 333 2987*

Title of Event: *Wedding Reception*

Date/time of Event: *December 14, 2019/ 7pm-12am.*

Location of Event: *Robbins Library Reading Room*

Location/Event Coordinator: *Victoria Rose*

Method(s) of invitation/publicity for Event: *mail, email*

Number of people expected to attend: *100 guests*

Expected admission/ticket prices: *N/A*

Expected prices for food and beverages (alcoholic and non-alcoholic): *N/A*

Will persons under age 21 be on premises? *No.*

If "yes," please detail plan to prevent access of minors to alcoholic beverages. *The bartenders will follow the rules of TiPS Certification.*

Have you consulted with the Department of Police Services about your security plan for the Event?
YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

[Signature: Ofc. Corey P. Roteau]
Ofc. Corey P. Roteau
Printed name/title

Date *11/26/19*

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) *Beer and Wine*

What types of food and non-alcoholic beverages do you plan to serve at the Event? *Samosas; Chicken Masala, Chana Masala, Faag Paneer Cheesecake and cupcakes. Soda, Water*

Who will be responsible for serving alcoholic beverages at the Event?
Bartender from Royal Bengal Corporation, DBA: Sherborn Wine & Spirits
Staffing to be determined.

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.
Bartenders have completed eTiPS on Premise 3.0

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.
To be determined.

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) *Kappy's in Everett, MA*

Date of Delivery: *December 14, 2019*

Alcohol Serving Time (s): *8:15pm-11:30pm*

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Unopened will be picked up by Kappy's service; Opened, unused will be put in the trunk of designated person by the responsible manager.

Date of Pick-Up: *December 16, 2019*

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) *General and Liquor Liability Insurance, TIPS Certificate are included*

**Please submit this completed form and filing fee to the Select Board
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: *Brent Keller*

Printed name: Brent Keller

Printed title & Organization name: Wedding

Email: *brentkeller596@gmail.com*

*Brent Keller & Mitul Daiyan
Wedding Ceremony and Reception
Robbins Library ReadingRoom
December 14, 2019*

November 25, 2019

A Wedding Ceremony and Reception will be held at the Robbins Library Reading Room on December 14, 2019 from 7:00pm-12:00am
Alcohol service will be from 8:15pm-11:30pm.

A Special Alcohol License Application has been submitted to the Select Board.

This is the Security Plan.

We anticipate approximately 100 guests to attend. There will be no guests under the age of 21.

Victoria Rose, Event Coordinator, will be on site to monitor the use of the Robbins Library Reading Room. Nirvana The Taste of India will be catering the event and will provide the food service. Kathryn Coughlin, Responsible Manager and bartenders from Royal Bengal Corporation and the event coordinator are all responsible for ensuring that the event runs smoothly.

Parking for the event will be available in the Whittemore Robbins House parking lot, Robbins Library parking lot and on the side streets, as well as Massachusetts Avenue.

Please advise if there are other items that we need to consider.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/18/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fair & Yeager Insurance 10 Main Street Natick MA 01760		CONTACT NAME: Brenda Hovey PHONE (A/C, No, Ext): (508) 653-3131 FAX (A/C, No): (508) 651-0129 E-MAIL ADDRESS: bhovey@fyins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Merchants Insurance Group	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 19-20

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	BOI094971	05/01/2019	05/01/2020	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000					
	MED EXP (Any one person) \$ 5,000					
	PERSONAL & ADV INJURY \$ 2,000,000					
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 4,000,000
						PRODUCTS - COMP/OP AGG \$ 4,000,000
						Liquor Liability \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
						\$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$
						AGGREGATE \$
						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WCA9100707	05/01/2019	05/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 500,000					
	E.L. DISEASE - EA EMPLOYEE \$ 500,000					
	E.L. DISEASE - POLICY LIMIT \$ 500,000					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Arlington is additional insured as required by written contract or agreement. Subject to policy terms, forms, and conditions.

CERTIFICATE HOLDER

CANCELLATION

Town of Arlington Arlington MA 02474	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



Town of Arlington, Massachusetts

Request: Free Parking for Local Holiday Shopping

Summary:

Beth Locke, Executive Director, Arlington Chamber of Commerce

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Chamber_of_Commerce_Free_Parking_Request.pdf	Chamber of Commerce Request



November 27, 2019

Ms. Marie Krepelka
Select Board
Arlington Town Hall
730 Massachusetts Avenue
Arlington, MA 02476

Dear Marie,

The Arlington Chamber of Commerce would like to request that the Select Board approve the following dates for free parking in the Russell and Water Street Municipal Lots to help in promoting local holiday shopping.

Saturday, December 7, 2019
Saturday, December 14, 2019
Saturday, December 21, 2019

Please contact me at the Chamber office at 781-643-4600 with any questions. Thank you for your help.

Best regards,

Beth Locke
Executive Director
Arlington Chamber of Commerce



Town of Arlington, Massachusetts

7:30 p.m.

Summary:

- a. Vote: MWRA Debt Shift
 - b. Discussion and Vote: Property Tax Classification - Tax Rate
- Paul Tierney, Director of Assessments
Chair, Board of Assessors

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Property_Classification_FY2020.pdf	Legal Notice
▢	Reference Material	Draft_Property_Tax_Classification_2020.pdf	Draft Property Tax Classification 2020

(INSERT TOWN SEAL HERE)

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

PROPERTY CLASSIFICATION

LEGAL NOTICE

TOWN OF ARLINGTON

Notice is hereby given that pursuant to Chapter 369 of the Acts of 1982 that the Select Board of the Town of Arlington shall hold a Public Hearing at 7:30 p.m. on Monday, December 2, 2019, in the Select Board Chambers, 2nd floor Town Hall, 730 Massachusetts Avenue, Arlington, MA. The Select Board shall make a decision as to whether or not to classify residential, open space, commercial, industrial and taxable personal property of the Town. Oral and written comments will be accepted at that time.

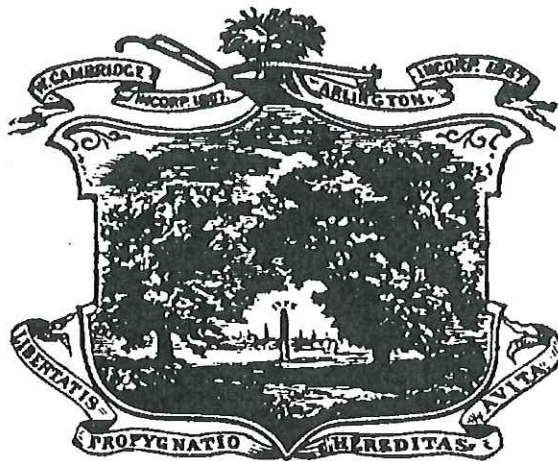
All persons interested may be heard at the time and place so appointed.

Per Order of
The Select Board

Board Administrator
Arlington, MA 02476

11/21/19 and 11/27/19 issues-Arlington Advocate

TOWN OF ARLINGTON



TAX CLASSIFICATION HEARING
December 2, 2019
FY2020

PAUL TIERNEY
DIRECTOR OF ASSESSMENTS

HOW TO DETERMINE THE LEVY TOTAL TO BE RAISED AND THE TAX RATE FY2020

I. CALCULATE THE FY 2020 LEVY LIMIT

A. FY 2019 LEVY LIMIT		\$113,696,347
B. ADD 2.5%		\$2,842,409
C. ADD FY 2020 NEW GROWTH	*	\$816,617
D. ADD FY 2020 OVERRIDE		\$5,500,000
E. FY 2020 LEVY LIMIT		\$122,855,373

II. CALCULATE THE FY 2020 TOTAL TO BE RAISED

A. FY 2020 LEVY LIMIT	\$122,855,373
B. ADD FY 2020 SCHOOL DEBT EXCLUSION	\$4,928,109
C. ADD FY 2020 WATER & SEWER DEBT	\$5,593,112
D. ADD FY 2020 SYMMES CAPITAL DEBT EXCLUSION	\$0
MAXIMUM TOTAL TO BE RAISED	\$133,376,594

III. CALCULATE THE FY2020 TAX RATE

TO BE RAISED	/	TOTAL TAXABLE ASSESSED VALU	*1000
\$133,350,155	/	\$12,056,976,079	*1000
		EXCESS LEVY	\$26,439
			\$11.06

*** GROWTH TAX DOLLARS AND THE TAX RATE ARE ESTIMATED
PENDING DEPARTMENT OF REVENUE APPROVAL**

MINIMUM RESIDENTIAL FACTOR COMPUTATION

Fiscal Year 2020

A Class	B Full and Fair Cash Valuation	C Percentage Share	
1. Residential	11,400,195,250	94.5527%	94.5527%
2. Open Space	0	0.0000%	
3. Commercial	502,941,029	4.1714%	5.4473%
4. Industrial	25,167,400	0.2087%	
5. Personal Property	128,672,400	1.0672%	
TOTALS	12,056,976,079	100.0000%	

Maximum Share of Levy for Classes Three, Four and Personal Property: $150\% * 5.4473\%$ (Lines 3C + 4C + 5C) = **8.1710%** (Max % Share)

Minimum Share of Levy for Classes One and Two: $100\% - 8.1710\%$ (Max % Share) = **91.8290%** (Min % Share)

Minimum Residential Factor (MRF): 91.8290% (Min % Share) / 94.5527% (Lines 1C + 2C) = **97.1194%** (Minimum Residential Factor)

MINIMUM RESIDENTIAL FACTOR LA7 (6-96): **97.1194%**

Chapter 58, Section 1A mandates a minimum residential factor of not less than 65 percent.

**TOWN OF ARLINGTON
CLASSIFICATION OF REAL ESTATE
SELECTMENS OFFICE
December 2, 2019
FISCAL YEAR 2020**

**I. OPTION OF THE BOARD OF SELECTMEN.
(CHAPTER 797 OF MASS. GL)**

**II. ALLOWS THE BOARD OF SELECTMEN TO INCREASE THE CIP
CLASSES OF PROPERTY UP TO 150% OF THEIR SHARE OF THE
LEVY.**

III. ARLINGTON'S MRF FOR FISCAL 2020

97.1194%

IV. CIP SHARE OF THE F.Y. 2020 LEVY IS

5.4473%

VI. CIP'S MAXIMUM SHARE THEREFORE MAY BE RAISED TO

8.1710%

**TOWN OF ARLINGTON
ASSESSORS OFFICE
CLASSIFICATION
FISCAL YEAR 2020**

Note: All rates are estimated subject to DOR certification

AT	CIP% SHARE	RO% SHARE	RATE PER \$1000 AV		CIP TAX INC. PER 500K	RO TAX DEC. PER 500K
			CIP	RO		
100.00%	5.4473	94.5527	\$11.06	\$11.06	\$0	\$0
105.00%	5.7197	94.2803	\$11.61	\$11.03	\$276	(\$15.93)
110.00%	5.9920	94.0080	\$12.17	\$11.00	\$553	(\$31.86)
115.00%	6.2644	93.7356	\$12.72	\$10.96	\$829	(\$47.79)
120.00%	6.5368	93.4632	\$13.27	\$10.93	\$1,106	(\$63.72)
125.00%	6.8091	93.1909	\$13.82	\$10.90	\$1,382	(\$79.65)
130.00%	7.0815	92.9185	\$14.38	\$10.87	\$1,659	(\$95.58)
135.00%	7.3539	92.6461	\$14.93	\$10.84	\$1,935	(\$111.51)
140.00%	7.6262	92.3738	\$15.48	\$10.81	\$2,212	(\$127.44)
145.00%	7.8986	92.1014	\$16.04	\$10.77	\$2,488	(\$143.37)
150.00%	8.1710	91.8291	\$16.59	\$10.74	\$2,765	(\$159.29)

CIP SHARE OF LEVY IS	\$7,263,996
CIP MAXIMUM LEVY IS	\$10,895,994

RESIDENTIAL EXEMPTION

Residential Average Assessment	Total Accounts	Total Eligible Accounts	Exemption Voted	Exemption Amount	Total Value Exempted	New Residential Assessment Total	Total Residential Levy	Tax Rate
789,323	14,318	0	0%	0	0	11,301,517,460	124,994,783	\$11.06
		12,948	20%	157,865	2,044,036,020	9,257,481,440	124,994,783	\$13.50
		12,948	15%	118,398	1,533,017,304	9,768,500,156	124,994,783	\$12.80
		12,948	10%	78,932	1,022,011,536	10,279,505,924	124,994,783	\$12.16
		12,948	5%	39,466	511,005,768	10,790,511,692	124,994,783	\$11.58

- Residential Exemption up to 20% of average residential value:
Only adopted in a handful of communities including Boston, Cambridge, Chelsea and Brookline.
- Tax Rate would go from \$11.06 to \$13.50 before discount.
- The Breakeven point is \$873,426.
- Approximately 17% of homes shouldering the burden.
- Most homes in Arlington are owner occupied.

**ASSESSORS OFFICE
TOWN OF ARLINGTON
TAX RATE PER \$1000 OF A.V.**

YEAR	RATE		YEAR	RATE		YEAR	RATE		YEAR	RATE
1929	\$30.00		1954	\$54.50		F78	\$78.00		F03	\$13.64
1930	\$30.40		1955	\$59.20		F79	\$84.60		F04	\$10.61
1931	\$31.40		1956	\$69.20		F80	\$81.00		F05	\$10.94
1932	\$30.40		1957	\$70.40		F81	\$87.00		F06	\$11.34
1933	\$30.40		1958	\$71.20		F82	\$73.50		F07	\$10.95
1934	\$33.00		1959	\$74.00		F83	\$22.70		F08	\$11.45
1935	\$33.00		1960	\$78.20		F84	\$23.43		F09	\$11.92
1936	\$34.00		1961	\$82.60		F85	\$23.96		F10	\$12.11
1937	\$35.60		1962	\$85.00		F86	\$16.49		F11	\$12.41
1938	\$35.20		1963	\$84.60		F87	\$17.24		F12	\$13.66
1939	\$36.80		1964	\$92.60		F88	\$17.66		F13	\$13.61
1940	\$35.80		1965	\$97.60		F89	\$10.86		F14	\$13.79
1941	\$34.80		1966	\$97.60		F90	\$11.25		F15	\$13.55
1942	\$35.60		1967	\$106.00		F91	\$12.47		F16	\$12.80
1943	\$32.00		1968	\$124.00		F92	\$13.84		F17	\$12.56
1944	\$32.00		1969	\$41.00		F93	\$14.52		F18	\$12.13
1945	\$34.40		1970	\$48.20		F94	\$15.55		F19	\$11.26
1946	\$38.00		1971	\$51.80		F95	\$16.06		F20	\$11.06
1947	\$42.80		1972	\$56.80		F96	\$16.54			
1948	\$44.20		1973	\$56.80		F97	\$17.08			
1949	\$46.20		1973	\$28.20		F98	\$16.73			
1950	\$50.40		1974	\$74.00		F99	\$17.17			
1951	\$54.20		F75	\$67.20		F00	\$17.66			
1952	\$56.40		F76	\$67.20		F01	\$13.17			
1953	\$57.60		F77	\$74.80		F02	\$13.85			

ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2019
Fiscal Year 2020

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101	7,999	6,600,332,900				
102	3,827	1,913,830,400				
MISC 103,109	10	12,481,500				
104	2,139	2,049,911,300				
105	182	187,983,600				
111-125	161	536,977,760				
130-32,106	303	37,530,600				
200-231	0		0			
300-393	381			443,276,220		
400-442	22				25,167,400	
450-452	0				0	
CH 61 LAND	0	0	0	0		
CH 61A LAND	0	0	0	0		
CH 61B LAND	1	4	0	1,703,309		
012-043	76	61,147,190	0	57,961,500	0	
501	203					9,816,840
502	170					3,886,470
503	0					0
504	2					81,625,970
505	8					17,763,200
506	2					13,386,600
508	4					2,193,320
550-552	0					0
TOTALS	15,494	11,400,195,250	0	502,941,029	25,167,400	128,672,400
Real and Personal Property Total Value						12,056,976,079
Exempt Parcel Count & Value						354 787,528,900

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

Signatures

Board of Assessors

Paul Tierney, Director , Arlington , ptierney@town.arlington.ma.us 781-316-3061 | 11/26/2019 11:41 AM

Comments

No comments to display.

Documents

Documents have been uploaded.

NOTE : The information has not been Approved and is subject to change.

LA13 Tax Base Levy Growth

Retain documentation for 5 years in case of DOR audit - Fiscal Year 2020

Property Class	(A) All Prior Year Abatement No.	(B) All Prior Year Abatement Values	(C) New Growth Valuation	(D) PY Tax Rate	(E) Tax Levy Growth
RESIDENTIAL					
SINGLE FAMILY (101)	151	6,159,900	30,842,900		
CONDOMINIUM (102)	7	1,055,900	28,552,600		
TWO & THREE FAMILY (104 & 105)	19	946,000	4,914,700		
MULTI - FAMILY (111-125)	24	10,204,850	0		
VACANT LAND (130-132 & 106)	5	1,610,300	0		
ALL OTHERS (103, 109, 012-018)	0	0	2,223,900		
TOTAL RESIDENTIAL	206	19,976,950	66,534,100	11.26	749,174
OPEN SPACE	0	0	0		
OPEN SPACE - CHAPTER 61, 61A, 61B	0	0	0		
TOTAL OPEN SPACE	0	0	0	0.00	0
COMMERCIAL					
COMMERCIAL - CHAPTER 61, 61A, 61B	30	3,717,245	472,700		
TOTAL COMMERCIAL	30	3,717,245	472,700	11.26	5,323
INDUSTRIAL	0	0	0	11.26	0
PERSONAL PROPERTY			5,516,904	11.26	62,120
TOTAL REAL & PERSONAL			72,523,704		816,617

Community Comments:

Signatures
Board of Assessors
Paul Tierney, Director, Arlington, ptierney@town.arlington.ma.us 781-316-3061 11/27/2019 2:25 PM

Documents
Documents have been uploaded.

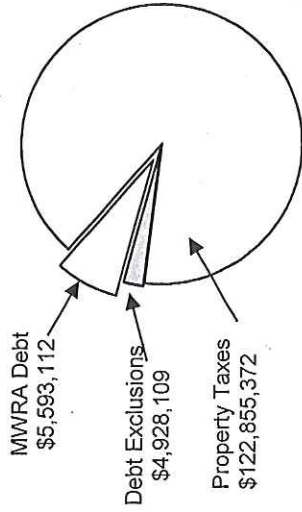
NOTE : The information was Approved on 12/2/2019

*Fy 2020 Vs Fy 2019
by State Class Code*

Code	Type	COUNT	FY 2020 Assessed Value	Ave AV	Count Inc/Dec	20 VS 19		Ave AV Inc/Dec	COUNT	FY 2019 Assessed Value	Ave AV
						% Inc/Dec	% Inc/Dec				
101	Single Family	7,999	6,600,332,900	825,145	1	9.71%	9.71%	72,960	7,998	6,015,971,500	752,184
102	Condominium	3,827	1,913,830,400	500,086	101	10.51%	10.51%	35,292	3,726	1,731,824,700	464,795
Misc 103,109	Misc	10	12,481,500	1,248,150	0	8.66%	8.66%	99,500	10	11,486,500	1,148,650
104	2 Family	2,139	2,049,911,300	958,350	-44	9.09%	9.09%	97,593	2,183	1,879,034,000	860,758
105	3 Family	182	187,983,600	1,032,877	-3	11.00%	11.00%	117,427	185	169,358,300	915,450
111-125	Apartments	161	536,977,760	3,335,266	-1	9.22%	9.22%	300,541	162	491,625,460	3,034,725
130-132, 106	Res Land	303	37,530,600	123,863	-4	-5.17%	-5.17%	-5,045	307	39,575,000	128,909
200-231	Open Space	0			0				0		
300-393	Commercial	381	443,276,220	1,163,455	-2	4.43%	4.43%	55,120	383	424,492,110	1,108,334
400-452	Industrial	22	25,167,400	1,143,973	0	6.04%	6.04%	65,132	22	23,734,500	1,078,841
CH 61 Land	Ch Land	0			0				0		
CH 61A Land	Ch Land	0			0				0		
CH 61B Land	Ch Land	4	1,703,309	425,827	0	0.00%	0.00%	0	4	1,703,309	425,827
012-043(Res)	Mixed Use(Res)	41	61,147,190	1,491,395	4	16.65%	16.65%	74,661	37	52,419,141	1,416,734
012-043(Com)	Mixed Use(Com)	36	57,961,500		-2	7.88%	7.88%		38	53,727,999	
501	Per Prop	203	9,816,840	48,359	26	117.80%	117.80%	22,894	177	4,507,210	25,464
502	Per Prop	170	3,886,470	22,862	33	-29.73%	-29.73%	-17,510	137	5,530,860	40,371
503	Per Prop	0	0		0				0	0	
504,550-552	Per Prop	2	81,625,970	40,812,985	0	6.57%	6.57%	2,517,830	2	76,590,310	38,295,155
505	Per Prop	8	17,763,200	2,220,400	0	0.06%	0.06%	1,313	8	17,752,700	2,219,088
506	Per Prop	2	13,386,600	6,693,300	0	2.62%	2.62%	170,850	2	13,044,900	6,522,450
508	Per Prop	4	2,193,320	548,330	0	113.00%	113.00%	290,900	4	1,029,720	257,430
TOTAL		15,494	12,056,976,079			9.48%	9.48%		15,385	11,013,408,219	
Residential			11,400,195,250			9.71%	9.71%			10,391,294,601	
Open Space			0.00							0.00	
Commercial			502,941,029			4.80%	4.80%			479,923,418	
Industrial			25,167,400			6.04%	6.04%			23,734,500	
Total Real Est		15,104	11,928,303,679			9.48%	9.48%		15,055	10,894,952,519	
Personal Prop		389	128,672,400			8.62%	8.62%		330	118,455,700	
Total Real & PP		15,493	12,056,976,079			9.48%	9.48%		15,385	11,013,408,219	
Exempt		354	787,528,900						348	773,308,500	
Grand Total		15,847	12,844,504,979						15,733	11,786,716,719	

FY2020 Tax Rate

Arlington's Property Taxes



Property Taxes The town will collect **\$133,350,155** from property taxes to pay for town services. This will result in an overall tax rate of **\$11.06** per thousand dollars of assessed value.

Debt Exclusions: Included in the total of **\$133,350,155** is **\$4,928,109** for voter approved debt exclusions. The effect of these is **41** cents on the tax rate of **\$11.06**.

MWRA Debt Included in the total of **\$133,350,155** is **\$5,593,112** for MWRA debt. The effect of this is **46** cents on the tax rate of **\$11.06**.

- The grand total of all assessed taxable property in Arlington is **\$12,056,976,079** a **9.48%** increase from Fiscal Year 2019
- Note Town Hall Hours: M-W 8:00 A.M.-4:00 P.M.; T- 8:00 A.M.-7:00 P.M.; F-8:00 A.M.-Noon

TAX RATE COMPONENTS FY2016 - FY2020

	2016	2017	2018	2019	2020
LEVY BASE	\$11.58	\$11.43	\$10.97	\$9.98	\$9.42
2 1/2%	\$0.29	\$0.29	\$0.27	\$0.25	\$0.24
GROWTH	\$0.16	\$0.12	\$0.13	\$0.09	\$0.07
OVERRIDE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.46
WAT & SEW DEBT EXCL	\$0.66	\$0.62	\$0.58	\$0.51	\$0.46
SCHOOL DEBT EXCLU	\$0.12	\$0.10	\$0.18	\$0.43	\$0.41
SYMMES DEBT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TAX RATE *	\$12.80	\$12.56	\$12.13	\$11.26	\$11.06

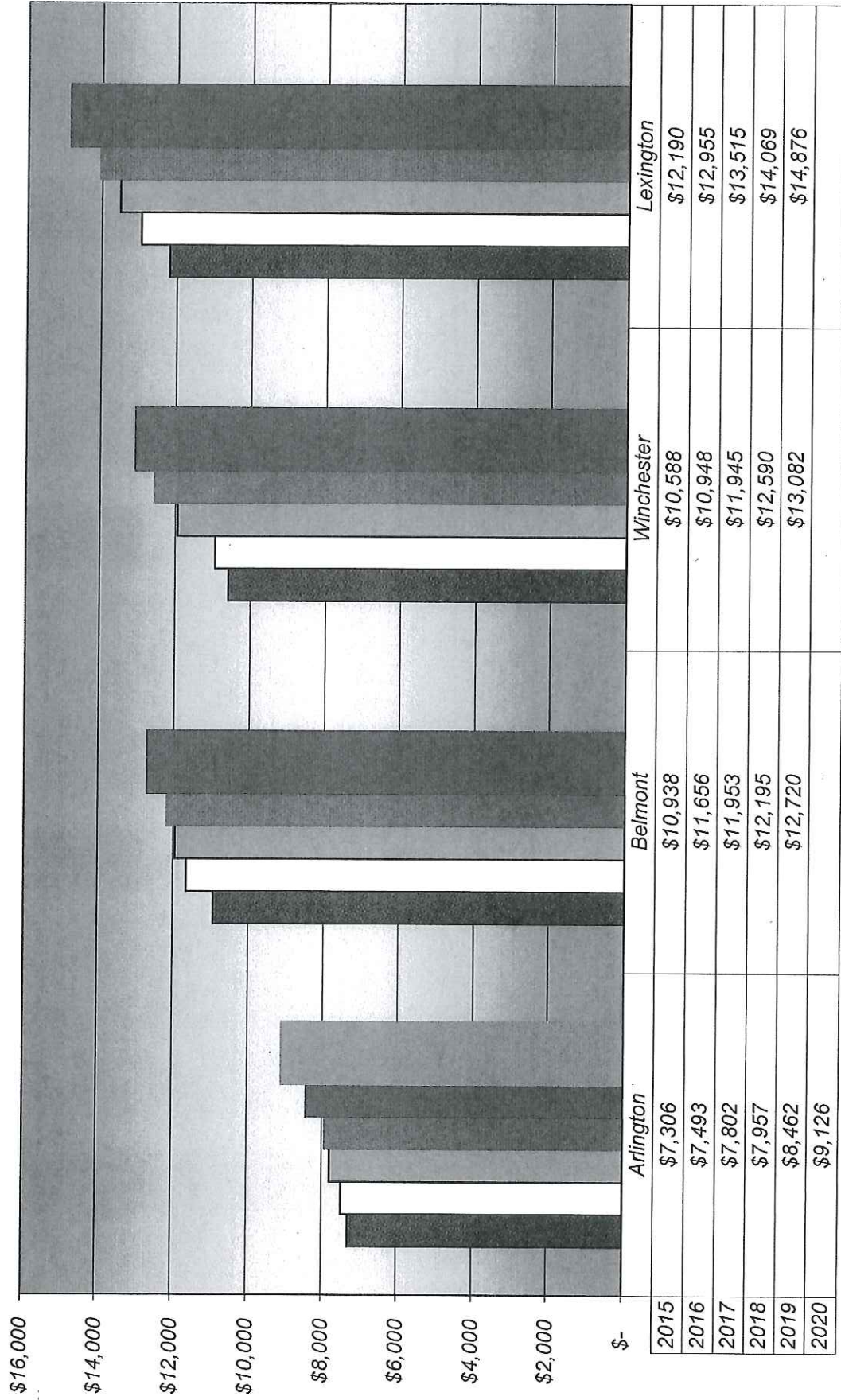
*Tax Rate = ((Amount To Be Raised)/(Total Taxable Assessed Value))*1000

	2016	2017	2018	2019	2020
MAX LEVY PRIOR FY	\$98,617,161	\$102,420,256	\$106,050,906	\$109,965,991	\$113,696,347
2.50%	\$2,465,429	\$2,560,506	\$2,651,273	\$2,749,150	\$2,842,409
GROWTH	\$1,337,666	\$1,070,144	\$1,263,812	\$981,206	\$816,616
OVERRIDE	\$0	\$0	\$0	\$0	\$5,500,000
MAXIMUM LEVY	\$102,420,256	\$106,050,906	\$109,965,991	\$113,696,347	\$122,855,372
LEVY INC %	3.71%	3.42%	3.56%	3.28%	7.46%
LEVY INC \$	\$3,803,095	\$3,630,650	\$3,915,084	\$3,730,356	\$9,159,025
W/S DEBT SERVICE	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112
SCHOOL DEBT EXCLU	\$993,166	\$878,800	\$1,781,404	\$4,772,602	\$4,928,109
SYMMES DEBT EXCLU	\$0	\$0	\$0	\$0	\$0
MAX TO BE RAISED	\$109,006,534	\$112,522,818	\$117,340,507	\$124,062,061	\$133,376,594
ACTUAL RAISED	\$108,977,901	\$112,439,838	\$117,255,201	\$124,010,976	\$133,350,155
EXCESS LEVY	\$28,633	\$82,980	\$85,306	\$51,085	\$26,439
TOTAL TAXABLE ASSESSED VALUE	\$8,513,898,549	\$8,952,216,406	\$9,666,545,866	\$11,013,408,219	\$12,056,976,079
TOTAL AV % INCREASE	9.57%	5.15%	7.98%	13.93%	9.48%
TAX RATE	\$12.80	\$12.56	\$12.13	\$11.26	\$11.06
PENNY ON TAX RATE	\$85,139	\$89,522	\$96,665	\$110,134	\$120,570

AVE ASSED VAL SINGLE FAMILY	\$585,360	\$621,249	\$655,985	\$752,184	\$825,144
AVE TAXES SINGLE FAMILY	\$7,493	\$7,804	\$7,957	\$8,470	\$9,126

* ALL NUMBERS SUBJECT TO ROUNDING AND FINAL DOR CERTIFICATION

Average Taxes FY2015-FY2020
Single Family Homes





Town of Arlington, Massachusetts

Board of Trust Fund Commissioners

Summary:

Arif Padaria (term to expire 6/30/2022)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Padaria_appt.pdf	Reference



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: September 26, 2019
TO: Board Members
SUBJECT: Appointment to the Board of Trust Fund Commissioners

This memo is to advise the Select Board of my intent to appoint Arif Padaria, of Arlington, MA, to the Board of Trust Fund Commissioners with a term expiration date of 6/30/2022.


Town Manager

Arif Padaria

Arlington, MA 02474, USA

Global Corporate & Business Development Executive

Entrepreneurial, results-oriented, analytical decision maker with experience in identifying, financing, building and growing innovative businesses. A confident, persuasive & credible evangelist for innovative technologies and business models with a broad base of business skills including: corporate strategy, international business development, strategic partnerships, operations & finance. Key strengths include:

- **Corporate & Business Development** – New product acquisition/incubation & scaling; new market creation: Introducing highly innovative, disruptive products & services to Fortune 100 companies, universities, non-profits & gov'ts globally.
- **Strategic Partnerships** – Excels at building trust with Startups & C-Level Executive teams, Partners and Customers.
- **Evangelist** – Confident, persuasive, and effective speaker who projects enthusiasm and engages others in discussions of new ideas & technologies.
- **Technology skills** – Cloud, Enterprise & Mobile Software; Big Data, Business Intelligence, Advanced Analytics & IoT.

EDUCATION & TRAINING

M.B.A. Finance	Columbia Business School	New York, NY
M.Sc. Computer Science	Rutgers University	New Brunswick, NJ
B.Sc. Computer Science	Rutgers University	New Brunswick, NJ
Clean Energy Ventures Program	MIT, Sloan School of Management	Cambridge, MA

PROFESSIONAL EXPERIENCE

Rize, Inc. 2017- present
Woburn, MA – Venture-backed, developer of Next-gen Additive Manufacturing hardware & software solutions.

- **VP, Corporate Development, Strategy & Operations** – Joined, along with the CEO, as part of the Founding Executive Management team to help develop and implement Rize's strategy and growth plan. With an emphasis on Team building, creating Operational excellence (order to cash) and driving Revenue via global strategic partnerships and alliances. Grew Revenue from \$400k to \$3M in 12 months; and shipments 6x. Developed an actionable investment thesis for Rize's near and long-term fund-raising and was successful in raising \$15m Series B from well-known institutional and strategic investors, while leveraging existing VC/PE relationships.

Octaware Technologies 2014-2017
Mumbai, India – Enterprise-class, off-shore, custom software development company.

- **Chief Strategy Officer, VP, Corporate Development & Global Head of Strategic Partnerships** – Rapidly built Global pipeline of >50 F500 Enterprise & Gov't Agency targets. Penetrated targets by identifying key influencers, defining opportunities, scope, requirements & pricing to secure \$3m in complex, multi-year, competitive deals for software development & services revenue. Drove Strategy & Fund-raise for IPO on BSE (April 2017).

King Abdullah University of Science & Technology (KAUST) 2012 – 2014
Thuwal, Kingdom of Saudi Arabia. – Private, graduate-level, science & engineering focused research university.

- **Director, Technology Application & Advancement Group** – Commercialized highly disruptive technology innovations focused on solving critical regional challenges in IT & Alternative Energy. Raised \$2M+ in Seed funding to support 4 top candidate companies. Managed all group operations including 5 headcount and \$3M+ budget. IT innovations: Digital Encryption (w/ Stanford), IoT MEMS device, Seismic Big Data Analytics (w/ ARAMCO), AI (NLP/ML) data science engine & Wireless mesh networks. Alternative Energy innovations: Solar QDots (w/ U of Toronto), Energy Efficiency (w/ ARAMCO).

Massachusetts Clean Energy Center 2010 – 2012
Boston, MA. – Quasi-public agency dedicated to accelerating clean energy technologies and companies in Massachusetts.

- **Investment Director** – established the MA Clean Energy Center, and created the MA Clean Energy VC & PE Investment Fund (\$10M annual, evergreen); Led 14 new investments (sourced 300+; 100 qualified). Managed a Portfolio of 30 Investments representing \$70M in invested capital & \$200M+ of leveraged capital & 1000+ new jobs with expected returns of \$210M (ROI: 3x over 5 years). Key investment areas: Solar, Wind, Water, Smart Grid & Energy Efficiency.

Pilot House Ventures

2007 – 2010

Boston, MA. – Early-stage, technology investment fund.

- **Principal, Software & Telecom Investments** – Invested PHV III (\$100M fund) & Led 3 new investments (sourced 150+; 30 qualified). Sourced deal flow from a well-developed network of 3000+ VC, entrepreneurs, & Fortune 500 executive relationships. Led Partner development for portfolio companies at ISVs, OEMs, Resellers and SI's, including Microsoft, IBM, SAP, Oracle, Raytheon, Reliance & Tata. **Key investment areas** – Cloud, Analytics, Mobile & Security technologies.

Microsoft Corporation

2005 – 2007

Redmond, WA.

- **Manager, Corporate Development & Strategic Partnerships, ISV Development & Acceleration Program** – Invested \$30M per year (evergreen fund) to drive the adoption of Microsoft products at industry-leading software development partners including GE, Motorola, Siemens, ABB, Raytheon and Thomson Financial. Managed 13 investments (\$70M) with expected returns of \$280M (ROI: 4x over 3 years). Persuaded Microsoft's top-brass verbally and in memoranda to undertake investment actions. Followed a vertical industry-focused, thesis-driven, investment framework in Financial Services, Government, Healthcare, Manufacturing, Retail & Education verticals. **Key investment areas:** Cloud, Big Data, Legacy Systems, Mobile & Collaboration.

TVM Capital

2001 – 2005

Boston, USA & Munich, Germany. – Global VC & PE firm with a portfolio of 250+ ventures in IT and in Life sciences/Healthcare.

- **Technology Investor** – Provided broad market coverage of the complete Infrastructure Software and Enterprise. Application value chain. Co-managed a portfolio of 25 technology investments representing \$300M of invested capital, across TVM Funds III, IV & V, with expected returns of \$1.5B (ROI: 5x). Created and managed deal flow; structured and drove due diligence reviews for potential investments including competitor, technology, and market analysis; performed valuations and led deal negotiations.

Broadview International.

2000 – 2001

New York, NY. – Privately held Technology focused M&A & Private Equity investment group.

- **Associate, Mergers & Acquisitions** – Executed M&A transactions in the Technology, Media & Communications sectors. Sell-side: Advised American Software and Logility (\$500M) & InfoSphere (\$100M). Divestiture: Advised RBOC on its Wireless Customer Care & Billing unit (\$1.5B). Acquisitions: Advised Indian IT companies Wipro, InfoSys, Silverline and NIIT on US opportunities.

Evolutionary Technologies, Inc.

1995 – 1997

Austin, TX. – Privately held, Venture-backed, developer of NLP-based data ETL, data warehousing and data analytics software.

- **Director, Technology Consulting Services** – Architected & implemented large, complex, near real-time, big data warehousing and data analytics solutions at Fortune 500 companies including, AmEx, Morgan Stanley, Lloyds of London, GM, IBM, GTE and Dun & Bradstreet. Managed teams of 20+ technologists. Drove \$6M of Product Sales Revenue.

Princeton Softech, Inc.

1993 – 1995

Princeton, NJ. – Privately held, boot-strapped, developer of big data ETL and data analytics software developer.

- **Co-Founder, Product Architect & Development Manager** – Spearheaded team in designing and implementing Access for DB2, a relational table editor. Grew team from initial 6-person founding team to 50+ in 2 years. Responsible for all facets of product and project management, budgeting, staffing & scheduling. IBM acquired the company and platform & technologies were integrated into IBM's Big Data & Analytics stack.

Computer Associates, International (CA).

1990 – 1993

Princeton, NJ.

- **Software Developer** – Architect and developer of major components of CA-IDEAL/PC and CA-IDEAL/Unix. CA-IDEAL is a 4th Generation Language for CA-Datcom, a Relational Database System. Software development in C, on IBM-360/DOS/AIX.

ADDITIONAL INFORMATION

Enjoy International travel / US & India, Dual Citizen
Speak English, Hindi, Urdu & Gujarati fluently / Geographically Flexible.



Town of Arlington, Massachusetts

Request: Tango Restaurant Late Night Event, 12/31/2019 - 1/1/2020

Summary:

Tango Restaurant, 464-466 Massachusetts Avenue, Alissa Sherman

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Tango_Late_Night_Request.pdf	Late Night Request

LEONE & LEONE

ATTORNEYS AT LAW
637 MASSACHUSETTS AVENUE
ARLINGTON, MA 02476

DAVID A. LEONE
JOHN D. LEONE*
SUZANNE M. LEONE
*ALSO MEMBER OF NY BAR

TEL. (781) 648-2345
FAX. (781) 648-2544
www.Leonelaw.com

November 15, 2019

Town Of Arlington
Board of Selectmen
Town Hall
Arlington, MA. 02476

RE: Tango Restaurant

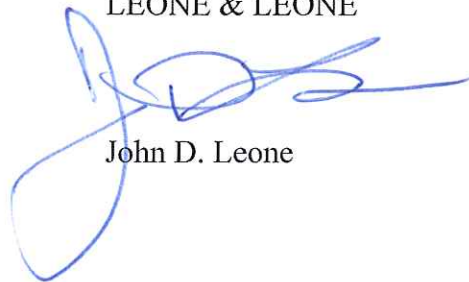
Dear Selectmen:

This office represents El Tango, Inc. d/b/a Tango Restaurant, located at 464-468 Massachusetts Avenue, Arlington. Tango restaurant is a holder of an All Alcohol Restaurant License which has a regular closing time of 12:00 midnight.

On Saturday, December 31st, 2019, Tango Restaurant will be hosting a New Year's Eve celebration, which is expected to run beyond the regular closing time of Tango Restaurant.

Our client hereby requests an extension of its regular closing time of 12:00 midnight on December 31st, 2019 to 1:00 a.m. on January 1, 2020. Tango Restaurant hereby further agrees that it will resume its regular closing time of 12:00 midnight as of the next business day.

VERY TRULY YOURS
LEONE & LEONE



John D. Leone



Town of Arlington, Massachusetts

Discussion & Adoption: CDBG Citizen Participation Plan

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Memo_to_AC_re_CDBG_Citizen_Participation_Plan_amendment_112619.pdf	Memo from Planning Department
▢ Reference Material	Citizen_Participation_Plan_10-29-19.pdf	Citizen Participation Plan



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

TOWN HALL, 730 MASSACHUSETTS AVENUE
ARLINGTON, MASSACHUSETTS 02476
TELEPHONE 781-316-3090

MEMORANDUM

To: Adam Chapdelaine, Town Manager
From: Jennifer Raitt, Director of Planning and Community Development
cc: Brian Nichols, Community Development Program Manager
Date: November 27, 2019
RE: CDBG Citizen Participation Plan

Background:

The Community Development Block Grant (CDBG) is a federal grant through the U.S. Department of Housing and Urban Development (HUD). The primary objective of CDBG is the development of viable communities by the provision of decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. In order to define what is needed to develop a suitable living environment, HUD and the Town of Arlington request the input of the public during the process to determine priorities for the CDBG program and to select projects to be funded by CDBG.

The Town of Arlington became an entitlement jurisdiction in 1974 for the CDBG program. As an entitlement jurisdiction, the Town receives CDBG funds directly from HUD and administers the grant, including ensuring the funds are used according to the Code of Federal Regulations (CFR) and the associated plans, reports and certifications are completed on time and accurately.

Each entitlement jurisdiction must complete a Consolidated Plan at least once every five years (24 CFR § 91.15). The Consolidated Plan is a strategic plan that examines the housing and community development needs of a jurisdiction, sets priorities for HUD grant monies and establishes an action plan for meeting current and future needs. Each Consolidated Plan is also required to have a strategy for citizen participation in the Consolidated Planning process (24 CFR Part 91.105). The Town of Arlington works with the North Suburban HOME Consortium and their lead community the City of Malden to develop the 5-Year Consolidated Plan. The plan is in the process of being updated for program years 2020- 2025.

HUD requires an entitlement jurisdiction to submit an Annual Action Plan each year to receive the CDBG funding (24 CFR § 91.15). The Annual Action Plan serves as the Town's application to HUD for the following year's CDBG funding and includes the projects that the entitlement desires to fund. The Plan also outlines the tasks and objectives that will be accomplished during the program year and includes sections that describe the public participation process, how other resources will be leveraged, and how the Town plans to address barriers to affordable housing, fair housing and homelessness. The Select Board's CDBG Subcommittee helps to prepare the Annual Action Plan by reviewing annual CDBG applications from CDBG applicants

(sub-recipients) and recommending CDBG appropriations. The Subcommittee prepares a report to Town Meeting and a vote of endorsement of the plan is requested. The Town's CDBG program year begins July 1st and ends June 30th.

At the end of each CDBG program year, the Town creates the Consolidated Annual Performance and Evaluation Report (CAPER), which reviews the progress the City has made in carrying out the priorities in the Consolidated Plan. The report includes a description of the resources made available, the investment of the resources, the distribution and location of investments, per 24 CFR § 91.520. This report must be submitted to HUD within 90 days of the end of the program year.

Purpose of the Plan:

The purpose of the Citizen Participation Plan is to set forth the policies and procedures by which the Town will encourage people to participate in the development of the aforementioned CDBG strategic plans and to inform the use of grant funds. The Town of Arlington will follow its Citizen Participation Plan, as long as the requirements for citizen participation do not restrict the responsibility or authority of the Town to develop and execute its Five-Year Consolidated Plan.

All of these plans and actions that occur throughout the course of the CDBG program year require public input. The Citizen Participation Plan helps to guide that process and provide the Town with feedback and recommendations as plans and actions move forward. The current Citizen Participation Plan was last amended in 1995; while the program and its requirements have not significantly changed the mechanisms for reaching and engaging people in the planning process have changed. This amended Citizen Participation Plan includes required HUD citizen participation plan updates and incorporates elements of the Town's existing communications policy.

We look forward to any feedback from the Board and request the Board's adoption of the Plan in order to continue with our ongoing CDBG planning and programming efforts.

Town of Arlington Citizen Participation Plan

Pursuant to the requirements of 24 CFR 91.105 and 24 CFR Part 5.158 the Town of Arlington hereby issues the following plan to provide for and encourage residents to participate in the development of the Town of Arlington's Consolidated Plan, Annual Action Plan, any substantial changes to the Consolidated Plan or Annual Action Plan, and the Consolidated Annual Performance and Evaluation Reports (CAPER). Adopted by the Select Board on _____, this plan amends and supersedes the Town's existing Citizen Participation Plan, and is in compliance with Section 104(a)(3) of the Housing and Community Development Act of 1974.

A) Development of the Consolidated Plan and Action Plan

At least 30-days prior to adopting a Consolidated Plan or an Annual Action Plan, the Town of Arlington will make available to residents, public agencies, and other interested parties a draft of these documents.

The draft Plan(s) will include information on the amount of assistance the jurisdiction expects to receive from the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) and program income. It will also include descriptions of each program that the Town plans to undertake with such assistance and the estimated amount of such funds that will benefit very low income, low-income, and moderate-income persons and predominately low- and moderate-income neighborhoods and areas.

The Town will afford residents, public agencies and other interested parties an opportunity to examine and comment on the Draft Consolidated Plan or Draft Annual Action Plan through the following actions:

1. The Town will publish a Legal Notice in a daily newspaper of general circulation such as the Arlington Advocate, summarizing the draft Consolidated Plan or Annual Action Plan. The summary will describe the contents and purpose of the Consolidated Plan or Annual Action Plan and include the location where a copy of the draft Plans may be obtained. The notice will also specify the deadline and place to which comments should be submitted. Residents will be provided with a 30-day period to comment on the Plans. Along with the date, time, and location, this notice will include sufficient information about the subject of the hearing.
2. The Town will publish a notice of the opportunity for public comment on the draft Consolidated Plan or Annual Action Plan on the Town's Department of Planning and Community Development website: <https://www.arlingtonma.gov/departments/planning-community-development>. These Plans will also be posted on the website in a format

available for residents to examine or download. An advertised period of at least 30 days is required by the Citizen Participation Plan for the public to review and comment on the draft plan. A reasonable number of copies will be made available for review at DPCD.

3. The Town will ensure outreach to the Arlington Human Rights Commission, the Disability Commission, and various Human Service organizations. Direct outreach to the Arlington Housing Authority will inform updates to the Public Housing Authority (PHA) plan and assist with overall coordination of efforts that benefit lower-income households in Arlington.
4. The Town will also establish and maintain an email list of interested residents, public agencies and other parties for the purpose of providing notice of the issuance of such Plans or of any public hearings related to the development of the Plans. The Town will send electronic notice of any such issuance to this email list not less than two weeks prior to said public hearings; and, the day that the Plan is issued and available on the Department's website.
5. The Town will consider any comments or views of residents received in writing, by email, or orally at the public hearings, in preparing the final Consolidated Plan or Annual Action Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the Town's reasons therefore, shall be attached to the Consolidated Plan or Annual Action Plan submitted to HUD.
6. It is anticipated that the draft Consolidated Plan (every 5 years) and the Annual Action Plan will be issued on or about the second week of April of each year and the plans shall be adopted and submitted to HUD no later than the 15th of May of each year.
7. After HUD approves the Consolidated Plan and/or Annual Action Plan, the Town will make the document available to the public by posting the final Consolidated Plan or Action Plan on the Town's Department of Planning and Community Development website: <https://www.arlingtonma.gov/departments/planning-community-development>. The web posted document conforms to the Web Content Accessibility Guidelines for individuals with disabilities.

B) Substantial Changes to the Consolidated Plan or Annual Action Plan

The Town will use the following criteria for determining what changes in the jurisdiction's planned or actual activities constitute a Substantial Changes to the Consolidated Plan or Annual Action Plan:

- If the CDBG national objective for a planned program or activity is changed from low-mod benefit to any other category (except in the event of an urgent need pursuant to 570.203c), a Substantial Change will be issued.

- If the total amount of HUD's CDBG funding allocated to a program is increased or decreased by an amount that is more than 10% of the total CDBG funds budgeted for that project for that year, a Substantial Change will be issued unless either of the two exceptions applies.
- If CDBG funds are transferred from one eligible activity to another, a Substantial Change will be issued unless either of the two exceptions applies.

Exception 1: The budget change for the project is less than 10% of the source allocation.

Example: The Town receives \$1 million in CDBG for the program year; 10% of that equals \$100,000. Project X has a CDBG budget of \$200,000. Midway through the program year, a budget change is proposed to decrease CDBG funding to Project X by \$50,000 (25%). Although the change is greater than 10% of Project X CPD budget, it is less than \$100,000 or 10% of the CDBG allocation for the year. A substantial change is not required.

Exception 2: The budget change for the project is less than \$25,000.

Notice to HUD and the public will be provided on all non-substantial budget changes but would not require a 30-day public comment period for budget changes that do not exceed both thresholds.

The Town will afford residents, public agencies and other interested parties an opportunity to examine and comment on any such Substantial Changes through the following actions:

1. The Town will publish a Legal Notice in a daily newspaper of general circulation such as the Arlington Advocate, summarizing the Substantial Change. The summary will describe the contents and purpose of the Change to the Consolidated Plan or Action Plan and include the location where a copy of the draft Substantial Change may be obtained. The notice will also specify the deadline and place to which comments should be submitted. Residents will be provided with a 30-day period to comment on the Change.
2. The Town will post an electronic notice of proposed Substantial Change(s) to an email list of interested residents, public agencies and other parties and will publish said notice on the Town's Department of Planning and Community Development website: <https://www.arlingtonma.gov/departments/planning-community-development> The Town will also post the proposed Substantial Change(s) on the website in a format available for residents to examine or download. Residents will be able to return comments by email.
3. The Town will consider any comments or views of residents received in writing, or by email in preparing the final Substantial Change to the Consolidated Plan or Annual Action Plan for submission to HUD. A summary of these comments or views, and a summary of any comments or views not accepted and the Town's reasons therefore, shall be attached to the Change submitted to HUD.

4. After the Substantial Change is approved by HUD, the Town will make the document available to the public by posting on the Town's Department of Planning and Community Development website: <https://www.arlingtonma.gov/departments/planning-community-development>. The web posted document conforms to the Web Content Accessibility Guidelines for individuals with disabilities.

C) Consolidated Annual Performance and Evaluation Reports (CAPER)

At least 15-days prior to submitting to HUD any CAPER on the Annual Action Plan, the Town of Arlington will make available to residents, public agencies, and other interested parties a draft CAPER and an opportunity to examine and comment on the draft CAPER through the following actions:

1. The Town will publish a Legal Notice in a daily newspaper of general circulation such as the Arlington Advocate, summarizing the draft CAPER. The summary will describe the contents and purpose of the CAPER and include the location where a copy of the entire draft CAPER may be examined. The notice will also specify the deadline and place to which comments should be submitted. Residents will be provided with a 15-day period to comment on the report.
2. The Town will post an electronic copy of the CAPER on the Town's Department of Planning and Community Development website: <https://www.arlingtonma.gov/departments/planning-community-development>.
3. The Town will also post the CAPER on the website in a format available for residents to examine or download. Residents will be able to return comments by email.
4. The Town will consider any comments or views of residents received in writing by the specified deadline in preparing the final CAPER. A summary of these comments or views shall be attached to the CAPER submitted to HUD.
5. It is anticipated that the draft CAPER will be issued on or before the 15th of September of each year and the report shall be adopted and submitted to HUD no later than the 30th of September of each year.
6. The Town will make the document available to the public after HUD approves the CAPER by posting the CAPER on the Town's Department of Planning and Community Development website: <https://www.arlingtonma.gov/departments/planning-community-development>. The web posted document conforms to the Web Content Accessibility Guidelines for individuals with disabilities.

D) Public Hearings

The Town will hold at least two formal public hearings each year to obtain residents' views and to respond to proposals and questions during different stages of the development of the Consolidated Plan or Annual Action Plan. Together, these hearings will address housing and community development needs, development of the proposed activities and review of program performance.

1. The Town will hold a first hearing or hearings for the purpose of obtaining resident views regarding housing and community development needs and priorities for the coming year and to review program performance for the past year. The hearing will be held at least 14 days prior to issuance of the draft Consolidated Plan or Annual Action Plan.
2. The Town will hold a second hearing or hearings for the purpose of accepting resident views regarding the draft Consolidated Plan or Annual Action Plan. The hearing will be held during the 30-day comment period on the draft Plan(s). The draft Plan(s) will be available for review at least seven days before the scheduled hearing. The hearings will be advertised through a Legal Notice in the Arlington Advocate and posting on the Town's Department of Planning and Community Development website:
<https://www.arlingtonma.gov/departments/planning-community-development>.
3. The hearings will be held on a weekday evening at a centrally located and handicapped accessible public place such as the Robbins Library, the Central School/Senior Center, or other such location.
4. Interpreter services in spoken languages other than English and sign interpreters for the hearing impaired will be provided upon advance request of at least ten (10) days prior to the scheduled hearing. The Town will seek to accommodate other language interpretation needs to the best of its ability, upon advance request.

E) Access to Records

The Town will provide residents, public agencies, and other interested parties with reasonable and timely access to information and records relating to the jurisdiction's Consolidated Plan and the jurisdiction use of assistance under programs covered by the Consolidated Plan during the preceding five years. Requests for such information follow the requirements of the Massachusetts Public Records Access Regulations as documented on the Town's Public Records Center website:
<https://www.arlingtonma.gov/departments/town-manager/public-records-center>.

Via this website, a public records request may be submitted electronically or the form printed and mailed or delivered in-person to the address indicated.

In most cases, you will have the opportunity to inspect the records in the possession of the Town of Arlington during regular business hours or will receive copies of the records within 10 business days. The computation of time begins with the first business day following the date of transmission (electronic requests) or receipt of your request (mail or in-person requests). In certain cases, if the nature of the Public Records Request is particularly voluminous or of a highly sensitive nature, it may take longer than 10 business days to provide for an inspection or to transmit copies of the requested records. In these cases, you will receive a preliminary written response notifying you of the intention to provide records at an interval not to exceed 25 days from the initial request.

In most cases there will not be a fee to access public records. This is because there is no fee for the first two hours of time spent producing the requested records, and there is no cost associated with transmitting the records electronically via email, when feasible.

Detailed information regarding public record requests is available on the Town's Public Records Center website: <https://www.arlingtonma.gov/departments/town-manager/public-records-center>.

F) Technical Assistance

Upon written request, the Town will provide access to technical assistance to groups representative of low-and moderate-income residents that request such assistance in developing proposals for funding assistance under any of the programs covered by the Consolidated Plan. The Town may choose to provide such assistance with its own staff, with consultants under contract to the Town under any of its housing and community development programs or refer the group making the request to any of the organizations funded by the U.S. Department of Housing and Urban Development to provide such assistance. The assistance provided will not include the provision of funds to the groups.

G) Complaints

The Town has adopted the following procedures for handling complaints from residents related to the Consolidated Plan, Annual Action Plan, Substantial Changes, and Consolidated Annual Performance and Evaluation Reports:

- All such complaints are to be made in writing to the Department of Planning and Community Development, 730 Massachusetts Avenue, Arlington, MA 02476.
- The Director of Planning and Community Development will coordinate the preparation of a substantive written response to every written resident complaint within 15 working days of receipt of the complaint, if practicable. The response will include the name of a contact person to facilitate any additional follow-up regarding the complaint.

H) Language and Communications Access for Town Services

The Town's Department of Planning and Community Development will satisfy other language and disability accommodation requests with reasonable notice for documents, hearings, classes, seminars and events. Interpretation and other accommodations will be provided upon advance request of at least ten (10) days prior to the scheduled event. The Town will seek to accommodate other language interpretation needs to the best of its ability, upon advance request.



Town of Arlington, Massachusetts

Discussion: Future Select Board Meetings, January - March 2020

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	Calendar_Jan._March_2020.pdf	January 2020 - March 2020 Calendar

JANUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 HAPPY NEW YEAR	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 MLK BIRTHDAY OBSERVED	21	22	23	24	25
26	27	28	29	30	31 ATM WARRANT CLOSES AT NOON	1

FEBRUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14 HAPPY VALENTINE'S DAY	15
16	17 PRESIDENTS' DAY OBSERVED	18	19	20	21	22
23	24	25	26	27	28	29

MARCH 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 PRESIDENTIAL PRIMARY ELECTION	4	5	6	7
8	9	10	11	12	13	14
15	16	17 HAPPY ST. PATRICK'S DAY	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4



Town of Arlington, Massachusetts

MMA Town Report Contest

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	CR_Arlington_Town_Report_Contest.pdf	Town Report Contest



Massachusetts
Municipal
Association

One Winthrop Square, Boston, MA 02110
617-426-7272 • 800-882-1498 • fax 617-695-1314
www.mma.org

November 25, 2019

Adam Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Mr. Chapdelaine,

Congratulations! The Town of Arlington is being recognized with an award for 2nd place in Category 1 (population 12,500 plus) of the MMA's Annual Town Report contest. Town Reports serve to communicate important information to town residents, and promote an understanding of and involvement in local government. The MMA applauds your efforts in making this publication an effective tool for your community.

We will present the award certificates to the award winners at the Closing Session of the MMA's 2020 Annual Meeting and Trade Show at the Hynes Convention Center and Boston Sheraton Hotel. The awards ceremony will be on Saturday, January 25, 2020 at 4:00 p.m. in Ballroom A of the Hynes Convention Center. This ceremony will also recognize the winners of the Kenneth E. Pickard Municipal Innovation Award and Municipal Website Awards.

We hope that you will be able to join us at this ceremony honoring your community's achievement. Please contact Alandra Champion at 617-426-7272 x121 or achampion@mma.org if you are able to attend, and let her know which representatives from your community will be there to accept the award.

Again, we congratulate you on an outstanding annual report and look forward to seeing you at the Annual Meeting and Trade Show. If you have any questions or ever need assistance, please do not hesitate to call us at any time.

Best wishes for a happy and healthy holiday.

Sincerely,

Geoffrey C. Beckwith
Executive Director & CEO



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

Next Scheduled Meeting of Select Board December 16, 2019